

## MEMORANDUM

Agenda Item No. 11(A)(34)

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**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

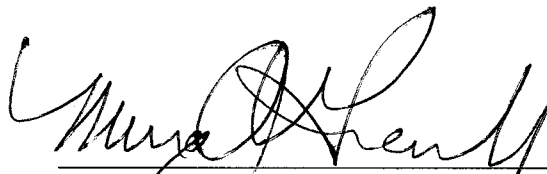
**DATE:** January 25, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Resolution Authorizing  
In-Kind Services For the  
December 17, 2006  
Festival of Carols Sponsored  
By the City of Miami  
Gardens in an Amount Not  
To Exceed \$716.00

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The accompanying resolution was prepared and placed on the agenda at the request of  
Vice-Chairwoman Barbara J. Jordan.

  
\_\_\_\_\_  
Murray A. Greenberg  
County Attorney

MAG/dc



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**DATE:** January 25, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Agenda Item No. 11(A)(34)

Please note any items checked.

\_\_\_\_\_ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised

\_\_\_\_\_ 6 weeks required between first reading and public hearing

\_\_\_\_\_ 4 weeks notification to municipal officials required prior to public hearing

\_\_\_\_\_ Decreases revenues or increases expenditures without balancing budget

\_\_\_\_\_ Budget required

\_\_\_\_\_ Statement of fiscal impact required

\_\_\_\_\_ Bid waiver requiring County Manager's written recommendation

\_\_\_\_\_ Ordinance creating a new board requires detailed County Manager's report for public hearing

\_\_\_\_\_ Housekeeping item (no policy decision required)

\_\_\_\_\_ No committee review

Approved \_\_\_\_\_ Mayor

Agenda Item No. 11(A) (34)

Veto \_\_\_\_\_

01-25-07

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR THE DECEMBER 17, 2006 FESTIVAL OF CAROLS SPONSORED BY THE CITY OF MIAMI GARDENS, A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$716.00 TO BE FUNDED FROM THE DISTRICT 1 IN-KIND RESERVE FUND

**WHEREAS**, the City of Miami Gardens has requested in-kind services from the Miami-Dade Park and Recreation Department for the December 17, 2006 Festival of Carols in an amount not to exceed \$716.00 (see attached Fee Waiver/In-Kind Service Application); and

**WHEREAS**, the City of Miami Gardens is a not-for-profit organization; and

**WHEREAS**, the Festival of Carols is a special event, as that term is defined in the attached Fee Waiver/In-Kind Service Application, and the in-kind services shall be funded from the District 1 In-kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board authorizes in-kind services from the Miami-Dade Park and Recreation Department for the December 17, 2006 Festival of Carols in an amount not to exceed \$716.00 to be funded from the District 1 In-kind Reserve Fund.

The foregoing resolution was sponsored by Vice-Chairwoman Barbara J. Jordan and offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman	
Barbara J. Jordan, Vice-Chairwoman	
Jose "Pepe" Diaz	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrian D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 25<sup>th</sup> day of January , 2007. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

WR

Monica Rizo

**MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION**

*Parker \$ 716*

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff  
Communications Department  
111 N.W. 1<sup>st</sup> Street, Suite 2510  
Miami, FL 33128

Phone: (305) 375-2836  
Fax: (305) 375-3968

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to special submitted to the appropriate District Commission.
- ☐ Small Event - Event of minimal impact not necessarily date.)
- ☒ Special Event - Event with expected attendance of less than 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

Post-it® Fax Note	7671	Date	12/4/06	# of pages	4
To	Special Events Staff	From	Ulla Zucker		
Co./Dept.	Communications Dept.	Co.	City of Miami Gardens		
Phone #	305-375-2836	Phone #	305-622-8035		
Fax #	305-375-3968	Fax #	305-622-8001		

1. Full legal name of the requesting organization: City of Miami Gardens
2. Applicant Status: (Select one of the choices below)

- ☐ Not-For-Profit or Tax Exempt
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department
- ☒ Local Government or Public Entity
- ☐ Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): Ulla Zucker  
Tel: 305-622-8035 Fax: 305-622-8001 Email: uzucker@miamigardens.com  
1515 NW 116<sup>th</sup> St, Suite 200, Bldg 5, Miami Gardens, FL 33169

4. Specify fee waiver or in-kind service requested (quantify, if applicable): Waive fee of \$ 716.00 for  
24 x 40' stage

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries): Festival of Carols,  
12/17/06; Community Entertainment Holiday Event w/ Band & Singers  
performing Christmas Carols and other holiday entertainment. The  
Purpose of the event is to gather the community together  
during the holiday season and to celebrate as one community.

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy
- ☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☐ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☒ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☐ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)): 3201 NW 185<sup>th</sup> St.  
Miami Gardens, FL 33056, Miami Carol City Park Complex

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION

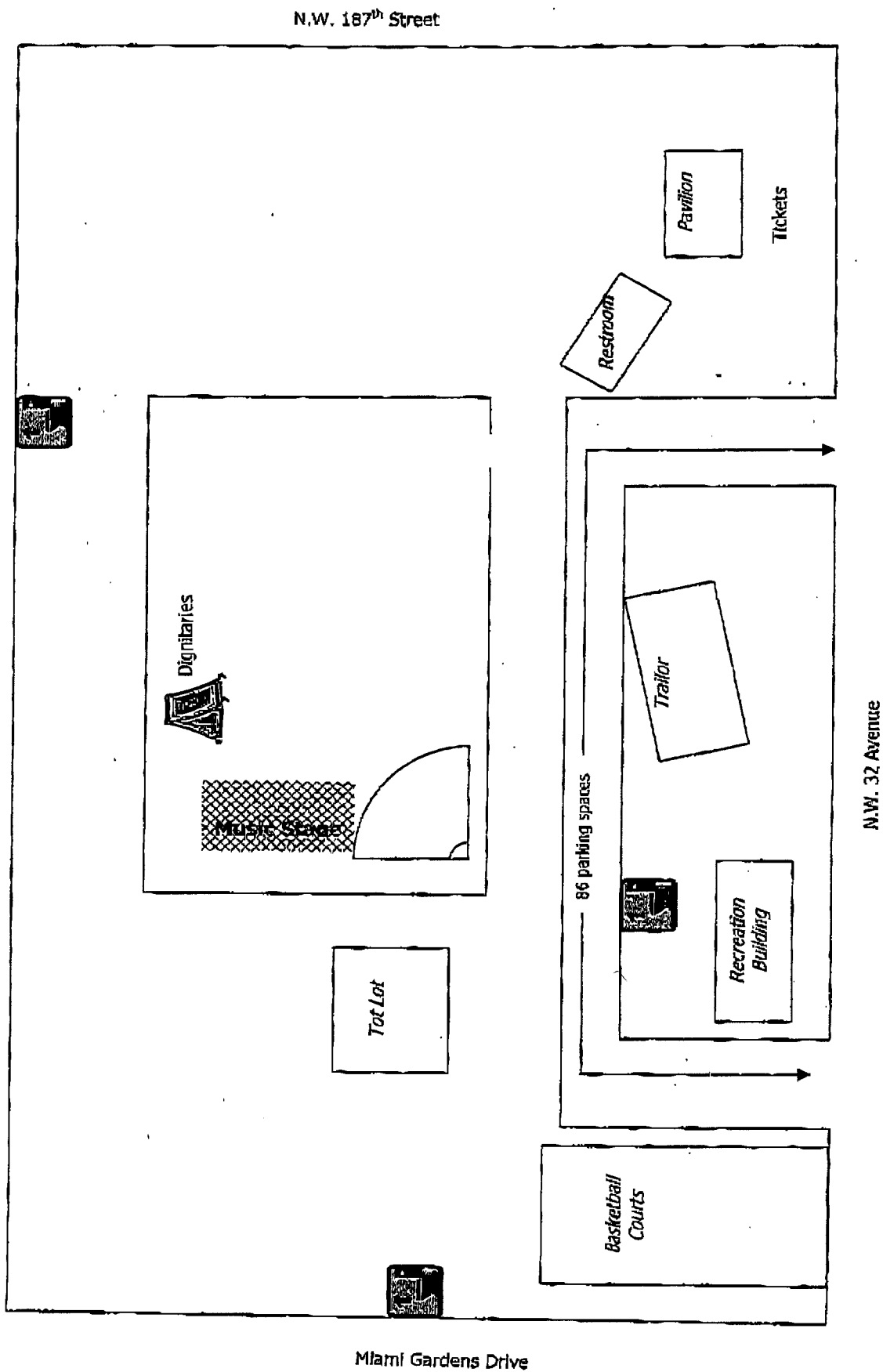
8. Description of regional or local impact: Free Community event targeting local community and surrounding areas. The event is targeting families and children and local churches
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):  
Event set-up: 12/17/06 @ 9 AM  
Event 12/17/06 4 - 8 PM  
Event Breakdown 12/18/06 @ 8 AM
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): See attached map
11. Expected number of participants and estimated attendance (per day, if applicable): 1000 - 3000
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): \$10,000 net ; \$5000 in-kind sponsorship

I hereby certify that all the statements made in this application are true and correct.

[Signature]  
Signature of Authorized Representative

10/4/06  
Date

Miami Carol City Park



SEP-21-2005 10:24 AM MIAMI-DADE PARK &amp; REC. 3052571083

P. 02



# SHOWMOBILES, STAGES, BLEACHERS, AND SOUND PRODUCTION

(305) 257-0933 Ext. 240/(305) 257-1083 (Fax)

## EQUIPMENT CONFIRMATION FORM

ORGANIZATION/AGENCY: City of Miami Gardens

EQUIPMENT REQUESTED: Large Portable Stage

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Ulla Zucker  
Events & Media Coordinator

OR INDEX CODE (MIAMI-DADE COUNTY AGENCIES ONLY)

BILLING ADDRESS/ ZIP CODE: 1515 NW 147<sup>th</sup> St. Miami Gardens, FL 33056  
Suite 200, Bldg 500

NAME/TITLE OF THE EVENT: Festival of Carols

ADDRESS OF EVENT: 3201 NW 185<sup>th</sup> St. Miami Gardens, FL 33056  
Miami Carol City Park

TODAY'S DATE: 10/4/06

DATE (S) OF EVENT: 12/17/06

SET-UP TIME & DAY: 12/17/06 9AM or day bet

TAKE-DOWN & DAY: 12/18/06 8AM

CONTACT PERSON/PHONE: Ulla Zucker 786-253-8408

AT SITE CONTACT/CELL PHONE #: Ulla Zucker 786-253-8408

SPECIAL INSTRUCTIONS: Direction Item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: Include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested as out-lined in the rental policy. We also understand that the total fee is to be remitted (10) ten working days before the event.

\*Fee \$716.00

(SEE FEE SCHEDULE FOR EXACT CHARGES)

Signature Ulla Zucker

Agency/Group City of Miami Gardens

CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED 1/2 (HALF) OF RENTAL FEE.

\*There will be no completed reservation on the schedule unless the confirmation Form is filled out completely and signed.

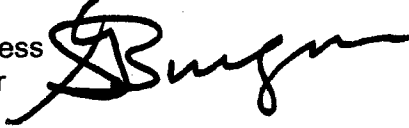


# Memorandum



**Date:** January 25, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager 

**Subject:** District Specific In-Kind Reserve Request Recommendation

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The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends for the item to move forward to the Board of County Commissioners for consideration. The district specific in-kind reserve balance allows for the funding of this request.

## Background

The City of Miami Gardens is requesting a waiver for in-kind services for their annual Festival of Carols scheduled for December 17, 2006.

In-kind services have been requested in an amount not to exceed \$716 from the Park and Recreation Department for use of the stage. This event will be funded from the District 1 district specific in-kind reserve.

On today's agenda, for your approval, is another request, also sponsored by the District 1 district specific in-kind reserve, in the amount of \$716 for an event taking place on January 15, 2007.

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